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International Conference on Financing for Development

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Item 6 of the provisional agenda*
Organization of work, including the establishment of [the Main Committee,] the high-level officials segment, the ministerial segment and the summit segment of the Conference

Organizational and procedural matters

Note by the Secretariat

1. The proposals set out below have been prepared on the following basis:

(a) The format of the International Conference on Financing for Development was approved by the Preparatory Committee for the Conference at its resumed third session and subsequently endorsed by the General Assembly in its decision 56/445;

(b) The provisional rules of procedure (A/CONF.198/2) were approved by the Committee at its third session and endorsed by the General Assembly in its decision 56/446 for adoption by the Conference;

(c) The provisional agenda (A/CONF.198/1) was approved by the Committee at its fourth session for adoption by the Conference (see A/CONF.198/5, chap. VII, sect. A, decision 4/2);

(d) The proposed organization of work was approved by the Committee at its fourth session for adoption by the Conference (see A/CONF.198/5, chap. VII, sect. A, decision 4/3).

I. Recommendations for procedural and organizational matters

2. The Preparatory Committee for the Conference recommended that all procedural and organizational matters, which will be open to all participating States, be dealt with by the Conference at its opening meeting, including the election of officers, the composition of the General Committee, the adoption of the rules of procedure, the adoption of the agenda and organization of work, the appointment of the members of the Credentials Committee and arrangements for the preparation of the report of the Conference.

II. Election of officers

3. Rule 6 of the provisional rules of procedure provides that the Conference shall elect from among the representatives of participating States the following officers: a President, 23 Vice-Presidents, an ex officio Vice-President from the host country and a Rapporteur-General, as well as a Chairman for the Main Committee if established in accordance with rule 46 of the rules of procedure. Those officials shall be elected on the basis of ensuring the representative character of the General Committee. The Conference may also elect such other officers as it deems necessary for the performance of its functions.

4. Rule 11 provides that the Conference shall have a General Committee composed of the President, the Vice-Presidents, the Rapporteur-General and the Chairman of the Main Committee if established in accordance with rule 46 of the rules of procedure. In accordance with standard practice, the Presidency of the Conference shall go to the host country. The 23

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Vice-Presidents and the Rapporteur-General shall be distributed according to the following geographical pattern: five representatives from African States, five from Asian States, five from Eastern European States, four from Latin American and Caribbean States, and five from Western European and other States.

III. Adoption of the rules of procedure

5. The Conference will have before it for adoption the provisional rules of procedure (A/CONF.198/2) endorsed by the General Assembly in its decision 56/446.

IV. Adoption of the agenda

6. The Conference will have before it for adoption the provisional agenda (A/CONF.198/1) approved by its Preparatory Committee at its fourth session.

V. Organization of work

A. Establishment of [the Main Committee,] the high-level officials segment, the ministerial segment and the summit segment

7. In accordance with the recommendations of the Preparatory Committee for the Conference (see A/CONF.198/5, chap. VII, sect. A, decision 4/3), it is proposed that the Conference organize its work around six plenary meetings and 12 interactive round tables. There will be one plenary meeting at the high-level officials segment, one plenary meeting at the ministerial segment and four plenary meetings at the summit segment.

8. It is proposed that the high-level officials segment meet on the morning of Monday, 18 March. The Deputy Ministers of Finance, Trade and Foreign Affairs of the host country will jointly assume Co-Presidency of the high-level officials segment, which will elect the General Committee in accordance with the provisions of rule 6 of the provisional rules of procedure. It is recommended that agreement be reached on the slate of candidates for posts falling within the ambit of the General Committee at the opening of the Conference, thus permitting election by acclamation and dispensing with the requirement for a secret ballot.

B. Allocation of items

9. The Conference will be divided into three segments: a high-level official segment, a ministerial segment and a summit segment. It is proposed that items 1 to 7 and 8 of the provisional agenda be considered in plenary of the high-level officials segment, item 9 be allocated to the ministerial segment and items 10, 11 and 12 be allocated to the summit segment.

C. General exchange of views

1. High-level officials segment

10. It is proposed that the plenary of the high-level officials segment be held on the morning of Monday, 18 March, to allow for a general exchange of views to hear, inter alia, statements by regional commissions and regional development banks. No delegation will be allowed to speak more than once during the general exchange of views during this segment of the Conference.

2. Ministerial segment

11. It is proposed that the plenary of the ministerial segment be held on the afternoon of Monday, 18 March, to allow for a general exchange of views to hear, inter alia, statements on behalf of intergovernmental economic, financial, monetary and trade bodies and United Nations bodies.

12. It is also proposed that on Tuesday and Wednesday, 19 and 20 March, eight multi-stakeholder round tables will be convened. On Tuesday, the theme will be "Partnerships in financing for development" (two simultaneous round tables in the morning and two in the afternoon); on Wednesday, the theme will be "Coherence for development" (two simultaneous round tables in the morning and two in the afternoon).

3. Summit segment

13. It is proposed that the plenary of the summit segment be held from the morning of Thursday, 21 March, to the afternoon of Friday, 22 March, to allow for a general exchange of views to hear introductory

statements by the President of the General Assembly, the Secretary-General of the United Nations and the heads of the World Bank, the International Monetary Fund and the World Trade Organization, and statements by heads of State or Government and heads of delegation.

14. It is also proposed that oral statements presented in the plenary during the Conference should not exceed five minutes, with the understanding that full-length statements may be circulated in writing. No delegation will be allowed to speak more than once during the general exchange of views during the segments of the Conference.

15. It is further proposed that on the morning of Thursday, 21 March, and in the afternoon of Thursday, 21 March, the summit segment will hold two simultaneous round tables (a total of four round tables), with representatives of Member States, institutional stakeholders, civil society and the business sector attending each meeting, on the theme "International Conference on Financing for Development: looking ahead". The round tables will run concurrently with the plenary — the round tables in the morning will be scheduled from 10.30 a.m. to 1.30 p.m., the round tables in the afternoon from 3 to 6 p.m.

D. Timetable for the work of the Conference

16. The proposed timetable for the work of the Conference is contained in the annex.

E. Organization of meetings

17. The resources available to the Conference allow for a maximum of four simultaneous meetings in the morning and four in the afternoon, with interpretation facilities, including committees, working groups and informal consultations. Interpretation facilities can be provided to regional group meetings only when they are held in place of formal meetings or if those facilities are otherwise available.

18. In accordance with the provisions of rule 48 of the provisional rules of procedure, the Conference and the main committees may establish such working groups as they deem necessary for the performance of their functions. Each committee may set up subcommittees and working groups.

19. Meetings for the high-level officials segment and the ministerial segment will normally be scheduled from 10 a.m. to 1 p.m. and from 3 p.m. to 6 p.m. In order to ensure the most efficient use of available resources, it is essential that all meetings start promptly at the time scheduled. For the meetings of the summit segment, meetings will be scheduled from 9 a.m. to 1 p.m. and from 2 p.m. to 8 p.m. but will be adjusted as necessary.

VI. Credentials of representatives to the Conference: appointment of the members of the Credentials Committee

20. Rule 4 of the provisional rules of procedure provides that a Credentials Committee of nine members shall be appointed at the beginning of the Conference and that its composition shall be based on that of the Credentials Committee of the General Assembly of the United Nations at its fifty-sixth session.

21. At the fifty-sixth session of the General Assembly, the Credentials Committee was composed of China, Denmark, Jamaica, Lesotho, the Russian Federation, Senegal, Singapore, the United States of America and Uruguay.

VII. Report of the Conference

22. In accordance with the practice followed at previous United Nations conferences, it is recommended that the report of the Conference consist of the decisions of the Conference, a brief account of the proceedings, and a repertorial account of the work of the three segments and the action taken in plenary meetings.

Annex

Proposed timetable for the work of the Conference

18-22 March 2002

Date/time	*Agenda item/programme*	
High-level officials segment		
Plenary		
Monday, 18 March		
10 a.m.	1	Opening of the Conference
	2	Election of the President
	3	Adoption of the rules of procedure
	4	Adoption of the agenda and other organizational matters
	5	Election of officers other than the President
	6	Organization of work, including the establishment of [the Main Committee,] the high-level officials segment, the ministerial segment and the summit segment
	7	Credentials of representatives to the Conference
	7 (a)	Appointment of the members of the Credentials Committee
	7 (b)	Report of the Credentials Committee
	8	High-level officials segment
	8 (a)*	General exchange of views
		Statements by regional commissions and regional development banks
	8 (b)*	Consideration of the draft Monterrey Consensus
	8 (c)*	Reports on activities by relevant stakeholders
		Reports by Co-Chairs of the Preparatory Committee for the Conference
		Reports on other relevant processes: report on the World Summit for Sustainable Development and report on the ministerial seminar of the Global Environment Facility

* The sub-items will be taken up in the following order: item 8 (c); item 8 (a); item 8 (b).

Date/time	*Agenda item/programme*	
Ministerial segment		
Plenary		
Monday, 18 March		
3 p.m.	9	Ministerial segment
	9 (a)	General exchange of views
		Statements by intergovernmental, economic, financial, monetary and trade bodies and by United Nations bodies
	9 (b)	Consideration of the draft Monterrey Consensus
	9 (c)	Reports of business and civil society forums
Round tables		
Tuesday, 19 March		
10 a.m. and 3 p.m.	9 (d)	Ministerial round tables
		Two simultaneous multi-stakeholder round tables on the theme "Partnership in financing for development"
Wednesday, 20 March		
10 a.m. and 3 p.m.	9 (d)	Ministerial round tables (*continued*)
		Two simultaneous multi-stakeholder round tables on the theme "Coherence for development"
Summit segment		
Thursday, 21 March		
Plenary		
9 a.m. and 2 p.m.*	10	Summit segment
	10 (a)	General exchange of views
		Statements by the President of the General Assembly, the Secretary-General of the United Nations and the heads of the World Bank, the International Monetary Fund and the World Trade Organization
		Statements by heads of State or Government and heads of delegation

* Plenary meetings on Thursday and Friday will be extended by one to three hours, as required.

Date time	*Agenda item programme*	
Thursday, 21 March (*continued*)		
Round tables*		
10.30 a.m. and 3 p.m.	10 (c)	Summit round tables Two simultaneous round tables of heads of delegation, by precedence, on the theme "International Conference on Financing for Development: looking ahead", with representatives of institutional stakeholders, civil society and the business sector
Friday, 22 March		
Plenary		
9 a.m. and 2 p.m.**	10 (a)	General exchange of views (*continued*)
	10 (b)	Consideration of the draft Monterrey Consensus
	11	Adoption of the Monterrey Consensus
	12	Adoption of the report of the Conference
		* * *
		Closing of the Conference

* Round tables will meet simultaneously with the plenary of the summit segment.

** Plenary meetings on Thursday and Friday will be extended by one to three hours, as required.